

TITLE: COMMUNITY WORKER

**DEFINITION:** Under immediate supervision, assists professional staff in providing health and social services to the community.

## **EXAMPLES OF DUTIES:**

- Explains policies, programs and procedures to health and/or social service recipients;
- Conveys community cultural patterns and attitudes to professional staff;
- Interprets and translates health and social service information;
- Provides referrals to appropriate health and/or social services;
- Assists with outreach and maintains liaison with special population groups within the community;
- Assists individuals with forms and other documentation;
- May perform routine clinical duties such as taking a temperature, measuring height and weight and recording medical histories;
- May assist professional staff in coordinating and scheduling programs and projects, preparing reports and in conducting health-related education classes;
- Performs other related duties as required.

## MINIMUM REQUIREMENTS:

Six months of experience in working with the public and interacting with community groups concerning health and/or social services.

Ability to interpret and understand the cultural patterns, attitudes and problems of the community group being served.

Ability to effectively communicate orally and in writing.

Willingness to work evenings, weekends and holidays.

A valid motor vehicle operator's license.

## **HISTORY:**

Established as Administrative/Technical Aide - 06/01/77 Title changed to Professional Aide - 10/28/78 Title changed to Community Worker - 10/12/88 Revised - 04/11/78, 10/28/78, 10/12/88

Approval/Adoption Dates: 09/21/88 - Human Resources Department

10/12/88 - Civil Service Commission